

## CHAPTER 5. REQUISITIONING

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### 5-1. EQUIPMENT ACQUISITION IN MEDICAL TOE UNITS

a. The type of funding used to acquire medical equipment will determine specific procedures for requesting and managing items. Medical equipment authorized for MTOE units is obtained through one of the following funding programs:

(1) Other Procurement, Army (OPA)-funded capital investment equipment, can be identified by a Materiel Category Structure Code (MCSC) of CQ.

(a) Central programming of OPA-funded capital investment equipment requirements is based on fielding plans for newly introduced equipment, data from balances on hand in the inventory, distribution plans, and projections of replacement requirements. USAMMA has control of the OPA funding.

(b) All OPA-funded capital investment equipment for MTOE units will be identified as regulated medical items AAC A or provisioned medical equipment items, AAC W.

(2) Operation & Maintenance, Army (OMA), OMNG for the National Guard, funds Medical/Dental Equipment Sets (MES/ DESs). OMNG-funded expense equipment can be identified by a MCSC of C2. Individual item replacement for the MES equipment and supply components will be OMNG funded.

b. Requisitions for service-regulated, stock-funded (OMNG) medical equipment, identified by AAC A, J, W and C2, will be submitted on a DD Form 1348-6 (DOD Single Line Item Requisition System Document). The requisitions should be submitted offline.

c. The requisition(s) will be submitted to the USPFO. USPFO assigns funds for OMNG-funded items and e-mail scanned requisition(s) to USAMMA, Assembly Management Division and copy NGB-ARS (Health Services Materiel

The USAMMA Production/Assembly Division DSN 343-4385 COMM 301-619-4385 FAX 301-619-2270	Chief, National Guard Bureau ATTN: NGB-ARS (Health Services Materiel Officer) 111 South George Mason Drive Arlington VA 22204-1382 COMM 703-607-9164 FAX 703-607-7187
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Officer). For follow-up or additional contact information:

d. Combat Lifesaver Bags: Combat Lifesavers should be funded by the units/states. Funded DD1348-6 Requisitions for Combat Lifesaver Bags are fax to the USAMMA, ATTN: MMO-SP (Production/Assembly Division), fax DSN 343-2270 or Commercial 301-619-2270.

- e. Table 5-1 provides guidance on completing the DD Form 1348-6.

**TABLE 5-1. INSTRUCTIONS FOR PREPARING AND SUBMITTING REQUISITIONS FOR PA-/STOCK FUNDED TOE REQUIREMENTS**

CARD COLUMN	FIELD LEGEND	INSTRUCTIONS
1-3	DIC	AOE, ADA, or AOI
4-6	RIC	Enter B69
7	Media and Status	Enter appropriate code
8-22	NSN	Self-explanatory
23-24	Unit of Issue	Self-explanatory
25-29	Quantity	Self-explanatory
30-43	Document Number	Self-explanatory
44	Demand Code	Enter "N"
45-50	Supplementary Address	Self-explanatory
51	Signal Code	Enter A, B, J or K
52-53	Fund code	Enter GA for PA-funded or 92 (9 is for FY 99), for Stock-funded
54	Distribution	Enter U
55-56	Type Requirement	Enter appropriate code
57-59	Project Code	Blank or appropriate code
60-61	Priority	Enter appropriate code
62-64	Required Delivery Date	Leave Blank
65-66	Advice Code	Blank or appropriate code
67-80	Blank	Leave Blank

## 5-2. EQUIPMENT ACQUISITION IN TDA MEDICAL ACTIVITIES

a. Requirements for PA (Procurement Appropriation)-funded medical equipment not authorized by MTOE will be acquired through the Medical Care Support Equipment (MEDCASE) process with a price of \$100,000.

b. Submission of MEDCASE requests shall be in accordance with the specifications stated in *SB 8-75-MEDCASE*.